



## Meeting of the Cyrus E. Dallin Art Museum Board of Trustees, 9 December 2014

Present: Dan Johnson, Jackie Bates, Ellen Aamodt, Sarah Burks, Geri Tremblay, Aimee Taberner

Absent: Tracy Skahan

Others Present: James McGough, Anubha Bansal

The meeting was called to order by Sarah Burks at 7:10 p.m. and began with compliments to Tracy Skahan for the comprehensive list of action items addressed in 2014. Board members were requested to review the entire list and report items that were closed out. The board then moved on to a review of the updates on the current action items.

- a. cleaning contract – G. Tremblay pursuing a new lead for a contractor
- b. Gallery Guide – ongoing
- c. gift shop – Sarah to convene meeting with Penny Haskell
- d. items for storage postponed to January 2015
- e. add list of duties of board members to strategic plan - Jackie

## Minutes of Meeting, 11 November 2014

The draft minutes were reviewed and adjusted. Geri Tremblay moved that the minutes of the meeting be approved as amended and seconded by Dan Johnson. The minutes were then approved unanimously.

## Directors' Updates

The Directors of the non-profit board met and reported :

- meetings with town leaders continue;
- annual appeal letter to be sent Dec. 10;
- still exploring a high income event for 2015;

- Arlington Cultural Council approved a grant to CDAM, await notification on value;
  - Bob Shure delivered Cushing plaque. Scituate Historical Society plans an event for the plaque in July 2015.
  - Paul McGaffigan is looking into technology tools for easy-to-use direct deposits to bank accounts.
- The Treasurer of the non-profit had distributed details of financial standing in advance of the meeting for information to the board of trustees and would continue to do so for future meetings.

## **Events Calendar**

All agreed that the December 2 event celebrating the publication of the *Arlington's Cultural Heights 1900 – 1925* and the acquisition of Dallin's painting, Wasatch Mountains, was a big success.

CDAM's presentation of its strategic plan was made to the Board of Selectmen and was complimented on its format, facilitating their understanding of the plan. After the presentation, one Selectman visited CDAM.

February 22 was set as the date for the sculpture workshop.

## **Volunteer Report**

The visitor count continues to be significantly ahead of 2013. The volunteer website called 'Givebacktime.org' is up and running 2 hour slots for volunteers at CDAM. Board members were encouraged to sign up for weekend duty.

The board welcomed Anubha Bansal as a new volunteer focusing on marketing matters. Anubha will circulate a proposal to the board by email.

The board also discussed adding a camera to the budget to photograph visitors to CDAM to feature in the newsletter.

In light of the change in operating hours taking effect 1 January 2015, several docents had agreed to shift their time to fit the new schedule which would alleviate the weekend demand.

## **Other Business**

Dan Johnson circulated copies of letters from Benny DeVito mentioning Cyrus Dallin.

The meeting adjourned at 9:20 p.m.

Ellen Aamodt, Trustee, Recording Secretary

## Action Items for 13 January 2015

- add relevant strategic plan initiatives to the org chart for museum subcommittees - Jackie
- develop a procedural guide for subcommittees in preparing agendas, minutes and reports to the board of Trustees – Sarah
- members were requested to review the strategic plan noting items to be carried forward to 2015

### Rolling Events Calendar

POC	Event	Dates
Heather	Children's Event (2 events)	postponed
Heather/Chuck	Guild of Boston Artists	postponed
Heather	Sculpture workshop	February 22
Sarah	Gallery Talk (Int'l Women's Day)	March 8
Sarah/Jackie	Chairful Tea Party	July 2015